

A composite image featuring the American flag's stars and stripes in the background. A detailed illustration of an eagle's head and upper body is superimposed on the lower half of the flag. The eagle has white feathers on its neck and chest, a yellow beak, and a golden-yellow head with dark feathers on top. It is looking slightly to the right.

Single Stock Fund

Implementation Feedback

Objective

Objective: The student will gain an understanding of lessons learned from initial implementation sites.

Standard: The student will be able to answer lessons questions related to the learned when asked by the instructor.

Topics

- **Mission of Implementation Team**
- **Example composite of the Fort Sill Team**
- **Preparation for SSF Implementation**
- **Pre-conversion Lessons Learned**
- **Conversion Lessons Learned**

Implementation Team Mission

Establish onsite support for the activities required to conduct a successful implementation of the SSF business rules, middleware and objectives.

- Provide critical path management and assist installation before, during and after demonstration
- Serve as single focal point for problem reporting/ resolution and coordination of the SSF effort (Help Desk)
- Conduct responsive troubleshooting and analysis
- Manage Middleware
- Perform tracking and measurement
- Capture lessons learned for conversion



SSF Implementation Preparation

TASK

- Conduct Logistics & Financial Recons
- Turn off RON/DON
- Clear up financial in-transit transactions
- Clean up local purchase
- Review open FTE for closure
- Turn off excess reporting until conversion
- Conduct an ASL Review Board
- Fill ASLs prior to brownout
- Last date to turn-in retrograde to AY5/W9H until conversion
- Last date to process requisitions until conversion (Brownout)
- High priority walk-through transactions only
- Wholesale freeze on all backorders until conversion

SSF Help Desk Support

Finance

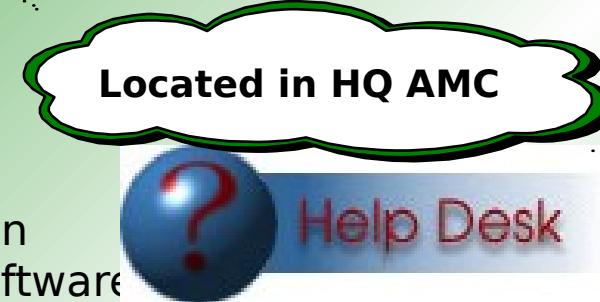
Implementation Timelines,
AWCF-SMA, OPLOC Liaison

Maintenance

Implementation Plan,
Maintenance Test Cases,
National Maintenance Management

Supply

Non-SARSS,
Systems, Implementation
Timeline, Middleware Software
Process Flows,
AMC



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Evaluation

Metrics, Test & Evaluation
Plan, Problem Reporting

Information Technology

Middleware hardware, SIT,
IT Training

Administration

Business Rules
Tasking Actions,
Suspenses, ISA

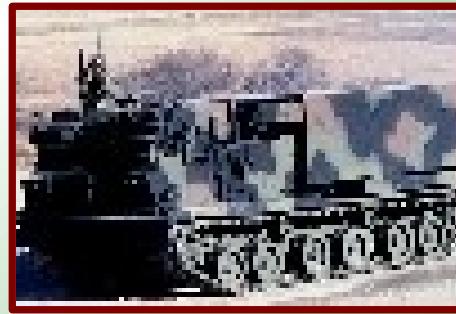
1st stop for
conversion help is
Conversion/
Implementation Team,
then local AMC reps

Pre-Conversion Lessons Learned

- Backward plan from date last SARSS process is run.
- Installation must develop an implementation plan that supports the Conversion Sequence of Events.
- Start Log and Financial Recons early. Use TLC's, Eagle's or any other records reconciliation process, but run twice & work it off immediately.



- Develop a plan for interacting with customers (at least weekly) to verify understanding of the plan is critical.



- Get DoDAACs straight at 90 days and locked in 30 days out - check CTASC, Middleware, CCSS and ISB for congruence.
- Conduct ASL review IAW DA policy/guidance. Scrutinize GS/RX lines.

Pre-Conversion Lessons Learned (cont.)

- **Ensure all FTR's with status are processed and cleared through SARSS into wholesale system prior to conversion**
- **Review all BAC = 3, 5, 9 (second position of MATCAT) for removal from AWCF SARSS-1**
- **Make sure only DA approved Project Codes and valid Ownership/Purpose codes are used**
- **Remove Master NSN with AAC 'W' from AWCF SARSS-1 if no assets on hand with specific NSN**
- **Make sure installation understands that CCSS freezes all backorders until conversion - means only HI-Pri call-ins will be processed**

Pre-Conversion Lessons Learned (cont.)

- Keeping conversion transparent to ULLS/SAMS customer requires detailed/synchronized planning with O&M SSA.
- Fort Sill workaround to allow ULLS customers to conduct turn-ins and process requisitions through supporting O&M SARSS-1 during blackout/brownout worked.
- Centralized control of walk-through transactions and call-ins is a must; on site support by AMC/NAMI is a winner
- Training should get down to operator level and include topics such as “What Middleware does with your transactions” and “How life changes in the O&M & AWCF SSA as a result of SSF”.
- File extraction from SARSS-1 and CTASC must be practiced at least 2x before conversion

Pre-Conversion Lessons Learned (cont.)

- **F09 Files Process:** All F09 files produced up to CTASC cut-off. CTASC stops producing F09s after cut-off. Develop method to delete all DICs for documents that were force receipted.
- **FIN-RIC:** Ensure that you have FIN-RICs identified prior to conversion. Separate O&M and AWCF.
- **Fund Codes:** Use new regulatory fund code for call-ins during brownout.
- **Installation & OPLOC check in-transits**
 - Create list of all STARFIARS in-transits
 - Check STARFIARS in-transit list with SARSS-1 in-transit by document number to determine if transactions are open or closed
 - If closed (inactive), in SARSS-1, OPLOC posts ZK4 and ZF1 (or ZK1) to charge customer and close the STARFIARS record
 - If open, but dues-in = 0, then question installation why record is open

Conversion Lessons Learned

- Central repository at installation for problem reports will preclude a lot of misunderstandings
- Conduct IPR daily at conversion and then weekly as needed. Communicate and work through issues as a team
- Make sure CCSS, CTASC and Middleware are on same catalog at conversion
- Routing Tables, RIC GEO, FIN RIC must be established, checked and double checked at CTASC, Middleware and SARSS-1 sites
- Loading of DODAAC, RIC, NIIN, etc., for Natn'l Maint Mgt must be included in Sequence of Events
- Review AWCF SARSS-1 Control Degree Codes
- Incremental “turn on” of SARSS-1 upon conversion was smart
- ILAP financial reports can reduce research burden on RM/budget folks



Conversion Lessons Learned (cont.)

- **Changeover from STARFIARS-Mod to ISB**
 - Once files have been copied from Mod to ISB, steps can be processed concurrent to user validation
 - Changeover procedures should reflect new procedures based on lessons learned
- **Monitor ISB Batch Errors Closely**
 - Require daily update and explanation of batch errors from OPLOC
 - Helps identify trends, table problems and possible systemic problems
- **ISB Table Updates**
 - Do not make changes to DoDAAC and RIC SOS table for SSF DoDAACs
 - Add AJ2 (NAMI RIC) to RIC SOS

Bridge to Success Single Stock Fund

Installation DOL
Military Activities
DRM



SSF PM
SSF Functional Proponents
MACOM

Leader support
Installation commitment
Teamwork
Communication

AMC
SSF Training Team
OPLOC/Finance Conversion Team
SSF Implementation Team

Summary

- **Single Stock Fund Demo & Initial Implementation provided many different lessons learned**
- **The mission of the Implementation team is to provide 90 days of on site support to ensure a successful conversion**
- **Mission of the Finance Conversion team is to assist in cleaning and closing out the RSF General Ledgers**